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C/OS/TR

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2 March 1965

MEMORANDUM FOR: Director of Training

SUBJECT : Speakers in JOT/Support Services Course

REFERENCE : My Memo for the Record, Subject: Informal
Critique of Support Services Course,
dated 9 February 1965

1. Based on the DDS' comments on the Reference routing sheet, I feel that you might be interested in what we plan to do about unsatisfactory speakers before the next Support Services Course. First, [] Chief Instructor, has been keeping his own running assessment of speakers and their performance. Those who have been giving substandard performances have been noted. We plan to start immediately after the completion of the present course in preparing for the fall session. Our first action will be to call a meeting to discuss the first course and its results. The monitors appointed by the O/DDS who audited the course or portions thereof will attend. We shall be forthright in our evaluation as to the quality and value of the presentations by the participating offices. We also plan to have the representative of the JOTP/TR attend in order to get their views.

2. We have seen certain basic weaknesses in the overall structure and approaches used in this first presentation. Mr. [] has also been keeping a running account of these deficiencies. As part of the post-mortem, we shall inform the DDS components what we plan to do in restructuring the next course. It may be that we will rely more heavily on the outcome of this analysis in critiquing the individual DDS elements in order not to offend. We shall also be asking for additional assistance from them in the preparation of practical exercises, case histories and the like. This will at least give the DDS components an opportunity to play an equally active part in future courses.

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3. All should realize that this has been our first effort and that improvement and revisions are to be expected. From the reaction of the DDS participants I believe that they are willing to be heard at any cost and thus will be responsive to our requests for eliminating certain presentations or the inclusion of new ones. In any event you can assure the DDS that the same mistakes will not be made twice.

(Signed)

[Redacted Signature]

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Chief, Headquarters Training

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